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STATE COUNCIL OF CIVIL DEFENSE
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INFORMATION CIRCULAR NO. 69

IMMEDIATE RELEASE

LOCAL STOCKPILING OF STATE COUNCIL MEDICAL SUPPLIES

(Supplement No. 1 to State Council of Civil Defense Information Circular No. 68, dated January 10, 1956)

PART I - INTRODUCTION

1. State Council of Civil Defense Information Circular No. 68, dated January 10, 1956, together with attachments, contains summary information concerning the nature and use of emergency medical equipment, materials and supplies stockpiled by the State Council of Civil Defense. The purpose of this circular is to provide detailed information concerning the establishment and operation of local stockpiles of emergency medical supplies owned by the State Council.

PART II - SOURCE OF SUPPLIES FOR ESTABLISHMENT OF LOCAL STOCKPILES

2. Approximately 10% of all emergency medical equipment, materials and supplies purchased by the State Council of Civil Defense for use in emergencies associated with enemy attack and natural disasters has been allocated for use in the establishment of local stockpiles to be strategically located within all 67 counties of the Commonwealth. Allocations to individual counties have been made on a "unit" basis, as indicated in "Principal First Aid Station - Allocation of Medical Equipment and Supplies for Local Storage", Form SCCD ME-4, copy of which is attached to Information Circular No. 68.

3. Actual provision of emergency medical equipment, materials and supplies for use in the establishment of local stockpiles will be made to the several counties on the basis of "unit applications" submitted by County Civil Defense Directors on Form SCCD ME-1, entitled "Unit Application - Emergency Medical Supplies for Local Storage". All County Civil Defense Directors herewith are being furnished with sufficient, properly identified copies of Form SCCD ME-1 to apply for all supplies allocated for storage within their respective counties.

4. The current emergency medical stockpile program of the State Council of Civil Defense, including its provision for the establishment of local stockpiles, is based both upon the latest available information on weapons development and upon the advice of recognized civil defense, military and medical authorities. While major program changes consequently are not anticipated in the foreseeable future, there nonetheless remains at least some possibility that unexpected developments, diplomatic or military, may necessitate such changes. For this reason, all State Council equipment, materials and supplies furnished for use in the establishment of local stockpiles shall be subject to recall, or transfer, as subsequently may be required adequately to meet changing conditions.

PART III - PROVISIONS GOVERNING ESTABLISHMENT OF LOCAL STOCKPILES

5. The emergency medical equipment, materials and supplies which the State Council of Civil Defense has allocated for use in the establishment of local stockpiles are valued at approximately $200,000.00. To assure their proper care and immediate availability for emergency use, the establishment of all local stockpiles of State Council emergency medical supplies shall be subject to the provisions outlined below.

(a) Basic Composition. The basic component of all local stockpiles shall be a single "supply unit", furnished by the State Council of Civil Defense and containing equipment, materials and supplies sufficient to provide preliminary medical care for 1,000 casualties. Each of these basic units shall include the 51 items of supply listed in "Principal First Aid Station - Medical Equipment and Supplies List" and packed as described in "Principal First Aid Station - Comprehensive Container Description and Packing List", Forms SCCD ME-2 and ME-3, copies of which are attached to Information Circular No. 68. This basic unit may be augmented with related items of supply from local sources, but not more than one (1) supply unit as furnished by the State Council shall be included in a single local stockpile. Furthermore, no supply unit furnished by the State Council shall be "split up", or divided, with items therefrom stored in more than one (1) local stockpile.

(b) Geographical Location. All local stockpiles shall be situated at strategically selected locations offering reasonable safety and ready accessibility. Insofar as possible and practical, all stockpiles shall be situated at least five (5) air-line miles distant from the daytime center of population of cities with more than 35,000 inhabitants. Furthermore, no local stockpile including State Council equipment, materials and supplies shall be located within a distance of two (2) air-line miles of any other local stockpile containing State Council items of supply.

(c) Structural Facilities. All local stockpiles shall be established within permanent buildings of basically fire-proof, or fire-resistant, construction and design. Furthermore, all structures used for stockpiling purposes shall be situated outside areas known to be subject to flooding by over-flow of local rivers and streams.

(d) Location within Buildings. Insofar as possible and practical, all stockpile equipment, materials and supplies shall be stored in ground floor spaces, where the supplies quickly and easily can be loaded for emergency transport. (Basment spaces may be used, provided they meet the requirements of Sub-paragraph E, immediately below.)

(e) Environmental Requirements. In order to prevent undue deterioration of the equipment, materials and supplies, all storage spaces must be clean, dry and reasonably well ventilated. The preferable air temperature range is between 45 and 75 degrees Farenheit. No space wherein the temperature at any time falls below 35 degrees Farenheit shall be used for stockpile storage (see Information Circular No. 68, Sub-paragraph 7b), while spaces subject to temperatures in excess of 100 degrees Farenheit are definitely not desirable. For the reason last mentioned, spaces immediately beneath weather roofs and basement spaces with uninsulated steam pipes should be avoided.

(f) Method of Stacking. In general, packing containers shall be carefully stacked with the heavier types of containers at the bottom. Where storage spaces have concrete floors, all containers shall be stacked on wooden palettes or planks, with two (2), or more, inches of air space between the bottom containers and the floor.

(g) Security. All stockpile materials shall be stored in securely locked spaces (preferably separate rooms, or compartments, used for no other purpose) open to entry only by limited numbers of duly authorized personnel.

PART IV - PROVISIONS GOVERNING OPERATION OF LOCAL STOCKPILES

6. The emergency medical equipment, materials and supplies which the State Council of Civil Defense has allocated for local stockpile purposes are sufficient to provide preliminary medical care for more than 100,000 casualties. To provide for the most effective possible use of the supplies wherever needed, the operation of all local stockpiles shall be subject to the provisions outlined below.

(a) Ownership and Availability. All emergency medical equipment, materials and supplies furnished by the State Council of Civil Defense for the establishment and operation of local stockpiles shall remain the property of the State Council and shall be made available for use wherever needed.

(b) Custody and Control. County Civil Defense Directors, subject to over-all direction and control of the State Council of Civil Defense, shall be responsible for local custody and proper use of all State Council equipment, materials and supplies contained in local stockpiles.

(c) Primary Purpose. The primary purpose of local stockpiles shall be to provide for the promptest possible supply of equipment, materials and supplies required for use at principal first aid stations (see Information Circular No. 68, Sub-paragraph 2b) set up to provide treatment for the victims of enemy attacks and natural disasters. In the latter instances, however, stockpiles of supplies owned by the State Council of Civil Defense shall be drawn upon and used only when the magnitude of the disaster is clearly such as to render other local supply sources inadequate to meet the emergency faced. State Council stockpiles shall not be considered "alternate sources of local supply" routinely available for use in connection with multiple-alarm fires and other comparatively small disasters.

(d) Release of Supplies. Equipment, materials and supplies in local stockpiles shall be released for emergency use only as authorized by the County Civil Defense Director, acting either in the light of existing exigencies or in accordance with instructions of the State Council of Civil Defense. This provision does not, however, preclude the development of local plans for the "automatic" release of supplies when plainly required for major emergencies in the immediate vicinity of the stockpile.

(e) Point of Use. Equipment, materials and supplies in local stockpiles are provided primarily for use in the county in which they are stored. Insofar as possible and practical, supplemental supplies will be furnished counties requiring them from the State Council's principal stockpile (see Information Circular No. 68, Sub-paragraph 9a and Paragraph 13). In cases of extreme emergency, it may sometimes be necessary for the State Council to order supplies withdrawn from local stockpiles within one county for use in some other nearby county, as provided in Sub-paragraph A, above. The State Council's general policy, however, will be to refrain from making transfers from one county to another unless absolutely essential.

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(f) Operating Personnel. To assure proper care of supplies, as well as their prompt withdrawal for emergency use, County Civil Defense Directors shall be required either to serve as Stockpile Supervisors responsible for custody and operation of each local stockpile, or else to appoint qualified individuals to serve in that capacity. The Directors further shall be required, as a guarantee of emergency access, to name three (3) individuals who shall have immediate access, on all days and at all hours, to each local stockpile, including both stockpile building and actual storage space. (Where stockpiles are located in buildings where a recognized "duty officer" is on duty at all times, however, only the title of that individual need be listed.)

(g) Closure of Containers. All emergency medical equipment, materials and supplies owned by the State Council of Civil Defense have been specially packaged for long-time storage and immediate emergency use (see Information Circular No. 68, Paragraph 6). Except as may be required for State Council inspection and replacement purposes (see Information Circular No. 68, Paragraph 7) and except as specifically authorized in Sub-paragraph H, immediately below, therefore, STOCKPILE PACKING CONTAINERS SHALL BE OPENED ONLY WHEN THE ITEMS CONTAINED THEREIN ARE REQUIRED FOR ACTUAL USE IN EMERGENCIES ASSOCIATED WITH ENEMY ATTACK AND NATURAL DISASTERS.

(h) Special Use of Litter-Cots. When specifically authorized by the State Council of Civil Defense, those combination litter-cots (see "Principal First Aid Station - Medical Equipment and Supplies List", State Item No. 47) contained in local stockpiles may be used for test and training purposes, PROVIDED ALL LITTER-COTS SO USED ARE PROPERLY REPACKED IN THEIR ORIGINAL CONTAINERS (securely tied ropes may be substituted for the metal container bands, if necessary) AND RETURNED TO THE STOCKPILE WITHIN FORTY-EIGHT (48) HOURS IMMEDIATELY FOLLOWING COMPLETION OF AUTHORIZED TEST OR TRAINING ACTIVITIES. All county and local civil defense organizations using stockpile litter-cots for test or training purposes shall be required to assume full financial responsibility for the repair, or replacement, of any and all litters damaged in such activities, as directed by the State Council of Civil Defense.

(i) Replenishment of Stockpiles. All equipment, materials and supplies withdrawn from local stockpiles for actual emergency use will be replaced by the State Council of Civil Defense as soon as possible and practical. The exact time of replacement necessarily will be dependent upon circumstances existing after emergency withdrawal is effected.

(j) Inspection. Duly authorized representatives of the State Council of Civil Defense will make such periodic and special inspections of all local stockpiles of State Council equipment, materials and supplies as may be deemed necessary or desirable. All local stockpiles shall, therefore, be open for inspection by State Council representatives at all reasonable dates and hours, with or without advance notice.

(k) Responsibility for Loss and Damage. County Civil Defense Directors shall be held financially responsible for the prompt replacement, or repair, of any and all State Council emergency medical equipment, materials and supplies which may be lost, or damaged, while officially assigned to their custody, except that no Director shall be held responsible for loss, or damage, directly resulting from enemy attack, flood, fire, explosion or other so-called "natural catastrophe", or for loss, or damage, sustained in authorized emergency operations carried out in connection with enemy attack or natural disasters.

(1) Penalty for Violation. Violation of any of the provisions herein set forth shall be considered due cause for immediate surrender to the State Council of Civil Defense of any or all State Council equipment, materials and supplies furnished for local stockpiling purposes.

PART V - RELATED INFORMATION

7. All County Civil Defense Directors of counties desiring to apply for State Council of Civil Defense emergency medical equipment, materials and supplies for local stockpiling purposes are urged to complete and return the application forms herewith provided (Form SCCD ME-1) at an early date.

8. Prior to completion and filing of applications for State Council of Civil Defense equipment, materials and supplies for local stockpiling purposes, County Civil Defense Directors strongly are urged to meet with Local Directors and medical representatives to discuss essential details of the county stockpiling program. In these meetings, every effort should be made to guarantee:

(a) Selection of strategically located stockpile sites which offer a reasonable factor of safety combined with maximum emergency accessibility;

(b) Use of storage spaces in, or near, buildings which also are adaptable to possible use for the emergency establishment of principal first aid stations; and

(c) Availability of the qualified personnel required both for establishment and operation of local stockpiles.

(SPECIAL NOTE: County Civil Defense Directors will be expected to refrain from soliciting permission to use space in Commonwealth-owned properties for the establishment of local stockpiles. The reason for this is that all such space is being reserved for possible use for the storage of other equipment, materials and supplies under control of the State Council of Civil Defense, including 200-bed improvised hospital units which subsequently may be made available through the Federal Civil Defense Administration.)

9. The State Council of Civil Defense promptly will notify County Civil Defense Directors of action taken on all applications for emergency medical equipment, materials and supplies for local stockpiling purposes. In the case of all approved applications, the Directors concerned also will be furnished detailed information concerning the dates and times at which the requested supplies will be available for loading and transport to local stockpile sites.

10. Except for limited assistance furnished by the State Council of Civil Defense in loading for transport, County Civil Defense Directors will be required, in accordance with instructions provided by the State Council, to make all necessary arrangements for, and to assume full financial responsibility for all expenses associated with, the loading of supplies at the Council's central stockpile at Indiantown Gap and their transport to local stockpile sites.

Richard Gerstell
Director of Civil Defense